

# 2021-2022 Perry County Virtual School Policy Manual



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Welcome to the Perry County Virtual School! The Perry County Board of Education now offers full-time virtual enrollment for grades K–12. In the virtual program, students will take the traditional subjects of English, math, science, history, art, and health/PE via a virtual platform that is accessible 24/7, 365 days a year. There are also other courses in the appropriate grade levels, such as electives and world languages. The materials for the program, to include the textbooks, are embedded in the program. As a public school in Alabama, we are authorized under the Alabama Virtual School Law to offer a completely online program of student learning; thus, students can earn a diploma issued by the Perry County Board of Education and the state of Alabama based upon successful completion and mastery of course content. The virtual program is self-paced and flexible within the parameters specified by state law. A key feature of our virtual program is that it is flexible enough to meet children where they are in any given subject and take them where they want to go. On-site classrooms teachers are not assigned to students enrolled in the virtual school platform. There are no home visits as part of the program. This school was created to help your child obtain a first-class education virtually and serve your family's needs. There is an onsite requirement for state testing; and, this is for any public virtual school program in the state of Alabama.

Call the Perry County Virtual School at 334-683-6528, ext. 53024 or email at [pcvirtualschool@perrycountyal.org](mailto:pcvirtualschool@perrycountyal.org) to receive more information about enrollment.

**CURRICULUM:** The main curriculum used by Perry County Virtual School is the ACELLUS Learning Platform by the International Academy of Science. ACELLUS courses are interactive, self-contained educational programs that carefully guide the student through each lesson. The interactive features of ACELLUS are used to identify "holes" in the students' knowledge and understanding of specific concepts. ACELLUS provides specific video instruction for each concept in each course, taught by some of America's greatest teachers. The number of courses a student is allowed to take depends on the number of seat hours that can be mastered within the allotted time. ACELLUS does permit the district to assign up to 6 classes at a time per student. The credits for graduation must be acquired for a student to graduate traditionally, blended, or all virtual. ACELLUS is featured as a model program by the National Dropout Prevention Center at Clemson University.

**PROMOTION/RETENTION/CREDITS:** Virtual School students will adhere to the same policies set forth by the Perry County Board of Education in regards to promotion, retention and credits needed for graduation.

**GRADING:** Virtual school reporting may not coincide with the report card process of the traditional school as students work at very independent paces. Effort will be made to notify parents of non-completed assignments and work; however, parents are given access to the student's ACELLUS account through the ACELLUS parent account. This account is created by the parent granting the Virtual School permission to enter his or her email address in ACELLUS. The traditional grading scale will be used Numerical grades are used in K-12 in Perry County Schools. The numerical grading scale is as follows:  
A (100-90) B (89-80) C (79-70) D (69-60) F (59-0) FA (Failure Due to Attendance)

Grading weight percentages, by category, involving all ACELLUS course grades are as follows:

Lesson Problems-20%  
Unit Exams-20%  
Mid-Term Exam-20%  
Final Exam-20%  
Special Lessons-20%

**Total: 100% of the course grade percentage**

**ENROLLMENT FOR NEW STUDENTS:** The parent and student must complete and submit a virtual school enrollment form to the virtual school for processing, as well as a student and parent agreement form.. Copies of enrollment form may be obtained from a guidance counselor, the virtual school, or via email. This enrollment form may be completed and submitted in person or via email to the school guidance counselor or to [pcvirtualschool@perrycountyal.org](mailto:pcvirtualschool@perrycountyal.org). In addition, the student must be registered through PowerSchool before the enrollment form is processed. Enrollment forms must be submitted each academic school year.

**RE-ENTRY TO ON-CAMPUS INSTRUCTION:** Reentry will be determined on a case by case basis.

**MINIMUM ELIGIBILITY REQUIREMENTS:** Eligibility requirements will be reviewed each academic school year.

- Enrolled in the Perry County School District
- An overall GPA of 2.5 for grades 9-12; an overall 70 or above average for grades K-8
- Adhere to a student code of conduct
- Maintain consistent daily access to the Internet

**ATTENDANCE:** Students must log in and work in all courses in ACELLUS a minimum total of 20 hours per week in order to meet attendance requirements for the school district. It is highly suggested in order for students to be successful in each course, they should work in each course a minimum of 60 minutes daily and no less than 5 days a week. The configuration of days is at the discretion of the student and the parent. Notifications will be sent when the attendance requirement is not met by the virtual school weekly. If a parent is notified about the student not meeting the attendance requirement and the student continues to exhibit a pattern of not meeting the requirement, then the Early Truancy Warning Prevention Program will be followed by the virtual school.

**TESTING:** It is required that all students registered in the Perry County Public Schools, whether they are in traditional brick and mortar schools or in virtual school, take the required state standardized tests on campus. Testing dates for the 2021-2022 school year will be available on the Perry County Website. Information about all state standardized testing dates and logistics for each assigned school will be provided to the parents via schoolcast calls and/or email messages. Please ensure that your contact information is up-to-date with the school, especially if there are any changes. Final course examinations will be given on campus with a proctor.

**SUBMISSION OF WORK:** Each ACELLUS course has "special lessons" for the students to complete. It is required for all virtual school students to complete the special lessons in each course. According to ACELLUS, "Special Lessons are integrated into the courses so that they are assigned to the students as they progress through the course. When students have outstanding Special Lesson assignments, they see a small "bubble" on the briefcase icon at the top of their screen, containing the number of outstanding assignments they currently have. Students select the briefcase icon to view their current Special Lesson assignments. When a new Special Lesson has been assigned, it is marked with a blue flag. Once the student turns in the assignment, the flag turns green. Upcoming Special Lessons become viewable by students when they reach the appropriate point in the course."

**ACADEMIC INTEGRITY AGREEMENT:** All work MUST be completed solely by the virtual student. Cheating will not be allowed in any form. If it is determined that a student has cheated in any manner, the student will be subject to consequences determined by the Perry County Board of Education.

**ACADEMIC PROBATION:** Students who have a 60 or below average will be placed on academic probation. The student will have 6 weeks to bring their grade up or they will be placed back into the regular classroom setting.

**STUDENT RESPONSIBILITIES:**

- To take advantage of educational opportunities by attending all classes daily and on time.
- To provide the school with an adequate explanation and appropriate documentation indicating the reason for an absence.
- To promptly request make-up assignments for each excused absence.
- To meet all goals and deadlines
- To be punctual to all state testing exams and final exams.

**PARENT/GUARDIAN RESPONSIBILITIES:**

- To provide student with a positive learning environment and reliable internet access
- To ensure that the student adheres to the Virtual Education guidelines
- To monitor daily progress of student and ensure that the student is on task

- To monitor students attendance and daily seat time
- To attend parent/student orientation

## Student Agreement

I have read and understand the Perry County Schools' Virtual Education Option Procedures and the Academic Integrity Agreement. Failure to comply with those procedures of the following many result in dismissal from the Virtual Option:

1. \_\_\_ All work submitted will be my own work.
2. \_\_\_ I will abide by Perry County Schools Virtual Option policy and procedures.
3. \_\_\_ I will maintain consistent, daily access to a device and the Internet to complete my online course(s).
4. \_\_\_ I agree to take all exams and state/district mandated tests at my zoned school with the Virtual school facilitator.
5. \_\_\_ I will provide my own transportation to and from my zoned school to take virtual option test and state assessments.
6. \_\_\_ I will complete all assignments and meet all deadlines.
7. \_\_\_ I will adhere to the virtual attendance policy.
8. \_\_\_ I understand the academic guidelines set forth in the virtual policy and my responsibility regarding grades/averages.
9. \_\_\_ I understand that the ACELLUS virtual program is a FULLY independent virtual program and that I will not be assigned to an on-campus classroom teacher(s).

Student's Name (print) \_\_\_\_\_  
Student Signature \_\_\_\_\_ Date \_\_\_\_\_

## Parent/Guardian Agreement

I have read and understand the Perry County Schools Virtual Option Procedures and the Academic Integrity agreement. As a parent/guardian of the above named student, I will support the policy, procedures and expectations of Perry County Schools Virtual Option as well as the following:

1. \_\_\_ I will monitor my child(ren) to ensure that all work submitted belongs to my child(ren).
2. \_\_\_ I will ensure that my child(ren) abides by Perry County Schools Virtual Option policy and procedures.
3. \_\_\_ I will ensure that my child(ren) maintains consistent, daily access to a device and the Internet to complete my online course(s).
4. \_\_\_ I understand that my child(ren) will be required to take all exams and state/district mandated tests at my zoned school with the Virtual school facilitator.
5. \_\_\_ I will provide transportation to and from my zoned school to take virtual option tests and state assessments.
6. \_\_\_ I ensure my child(ren) completes all assignments and meets all deadlines.
7. \_\_\_ I ensure that my child(ren) adheres to the virtual attendance policy.
8. \_\_\_ I understand the academic guidelines set forth in the virtual policy and my responsibility regarding my child(ren) grades/averages.
9. \_\_\_ I understand that the ACELLUS virtual program is a FULLY independent virtual program and that my child(ren) will not be assigned to an on-campus classroom teacher(s).
10. \_\_\_ I understand that breakfast/lunch for virtual students is pick up ONLY.

Parent/Guardian Name (print) \_\_\_\_\_  
Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

# PERRY COUNTY VIRTUAL SCHOOL ENROLLMENT FORM

I \_\_\_\_\_ would like to enroll my child in the PC Virtual School

(PARENT'S NAME)

Child's Name: \_\_\_\_\_

Grade Level: \_\_\_\_\_

Age: \_\_\_\_\_

Last/Current School: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

\_\_\_\_\_

CELL NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

DOES THE STUDENT HAVE AN IEP OR 504 PLAN? \_\_\_\_\_ Yes \_\_\_\_\_ No

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

.....OFFICIAL OFFICE USE ONLY:.....

\_\_\_\_\_  
Counselor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
Date

ACELLUS Enrollment Date: \_\_\_\_\_

**Note: If the student is not currently enrolled in an Alabama public school, the parent must enroll the student as a new student.**

Superintendent's Approval \_\_\_\_\_ Date \_\_\_\_\_

Please fax to 334-683-8427 or email [pcvirtualschool@perrycountyal.org](mailto:pcvirtualschool@perrycountyal.org)